

***STATE BOARD FOR CAREER AND TECHNICAL EDUCATION*****Minutes of Meeting**

October 19, 2020

Members of the State Board for Career and Technical Education met at 10:00 a.m., CST, via Zoom. The meeting was called to order by Mr. Jeff Fastnacht, Chair. The following members were present:

Ms. Kirsten Baesler, Member  
Ms. Maria Effertz-Hanson, Member  
Mr. Jeff Fastnacht, Member  
Dr. Mark Hagerott, Member  
Dr. Steve Holen, Member  
Mr. Josh Johnson, Member  
Mr. Bryan Klipfel, Member  
Ms. Sonia Meehl, Member

Wayde Sick, Mark Wagner, Gwen Ferderer, Dr. Matt Lonn, Brenda Schuler, Dave Thompson, and Maria Neset were also present.

**CONSIDERATION OF SEPTEMBER 21, 2020 MINUTES** – A motion was made by Dr. Hagerott and seconded by Ms. Meehl to approve the minutes of the September 21, 2020 meeting. The motion passed unanimously.

**FINANCIAL REPORTS – CTE and CDE** – Ms. Ferderer reviewed the CTE Administrative Budget and the Appropriation Status Report for month ended September 2020, reporting that the budget is on target.

Dr. Lonn reviewed the CDE Administrative Budget and explained hiring additional adjunct instructors due to the significant increase in enrollment, reporting that CDE is within budget.

Discussion was held on the hiring of additional adjunct instructors, availability of instructors, and providing laptops and cellphones to part-time instructors.

Following discussion on the number of computer science instructors hired, the Dakota Digital Academy, and the possibility of sharing instructor resources, Dr. Lonn responded that he will provide the requested instructor information to Dr. Hagerott as soon as possible.

Following further discussion, a motion was made by Dr. Hagerott and seconded by Mr. Johnson to approve the CTE and CDE financial reports as presented. The motion passed unanimously.

**STATE DIRECTOR'S REPORT** – Mr. Sick reported that staff have completed six virtual team evaluations and will conduct five additional virtual team evaluations by December. Mr. Sick commended Mr. Wagner and staff in making virtual team evaluations work so well.

Mr. Sick reported on meetings and activities he has been involved in which included: Work-based Learning supported by the National Governor's Association; K-12 Coordinating Council and K-12 Coordinating Council Career Exploration subgroup; Workforce Development Council (WDC) and WDC Career Exploration subcommittee; AdvanceCTE Forward Summit; Department of Labor Apprenticeship Grant; ESSA; and partnership opportunities for career exploration across the state with Golden Compass, CTE and DPI.

Upcoming meetings and activities Mr. Sick will be involved in include: OMB agency budget meeting to discuss submitted budget; ND Council of Educational Leaders Conference (NDCEL); Emergency Commission meeting to request additional CARES Act funding for CDE and Area Centers; and, CTE Administrators quarterly meeting.

Discussion was held on what safety training curriculum, such as OSHA 10, is being provided to students. Mr. Sick responded that OSHA 10 training is provided at the secondary level and training is also provided at the postsecondary level. It was agreed on the importance of students being trained in workplace safety.

Following further discussion, Mr. Sick was thanked for his report.

**CDE REPORT** – Dr. Lonn reviewed CDE’s 2019-2020 Annual Enrollment and Program Report and current dashboard information, reporting on the significant increase in enrollment and hiring of temporary instructors. Dr. Lonn also reported that he will be presenting at the NDCEL Conference.

Discussion was held on how CDE invoices individuals and schools. Dr. Lonn explained the process that individual users pay at the time they purchase/enroll in the course and school districts receive a monthly invoice.

Following further discussion, Dr. Lonn was thanked for his report.

**FY2020 YEAR ENDING AND FY2021 PROJECTION** – Perkins – Ms. Ferderer reviewed the Carl Perkins Obligations for FY2021, reporting the total \$5,844,679 of funds available, which includes carryover funds, have been obligated. It is anticipated there may be some carryover dollars available even though all funds have currently been obligated.

Discussion was held on federal leadership dollars, grants to schools, reserve fund dollars and the 27-month timeline that federal funds must be spent.

Ms. Ferderer then reviewed the FY2021 General Fund Projections, explaining that even though all funds have been obligated resulting in a deficit of \$311,369, it is anticipated that some revised budgets have been inflated.

Mr. Sick explained that in addition to Ms. Ferderer working with schools to get more accurate budget information, there are two options that the Board may need to consider during the November Board Meeting. Option 1 – Emergency Commission request to transfer dollars to the Secondary Grants line item and/or Option 2 - reduce all reimbursement rates.

Following further discussion, Mr. Sick commended Ms. Ferderer for the accurate budget created for the 2019 Legislature and her knowledge and understanding of the budgeting process.

Discussion was held on new and expanded program requests and potential budget reductions. The Board agreed that difficult decisions may need to be made.

New and Expanded Program Requests – Mr. Sick reviewed and recommended approval of three new program requests and one expanded program request without funding them at this time. Mr. Sick explained that if the program requests were approved, schools could utilize their Perkins dollars to fund the programs. The agency will monitor the budget and a decision on funding the programs would be made in the Spring.

Following further discussion, a motion was made by Dr. Hagerott and seconded by Dr. Holen to approve the new and expanded program requests with no funding available at this time. The motion passed unanimously.

Mr. Sick reported that updated funding information will be provided at the November meeting.

**FUTURE MEETINGS** – The November meeting is scheduled for Monday, November 16, 2020.

The December meeting will be scheduled once the Consolidated Annual Report is finalized.

The January meeting is scheduled for Tuesday, January 19, 2021.

The meeting adjourned at 11:04 a.m.

Respectfully submitted,

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Jeff Fastnacht  
SBCTE Chairperson